

☐ UNCLASSIFIED☐ INTERNAL
USE ONLY☐ CONFIDENTIAL☐ SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

69-1598

FROM:

Chief, DDI/SRS

EXTENSION

4088

NO.

DATE

8 April 1969

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Mr. F. Van Damm

7D 02 Hqs.

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Attached is a new draft "Report on the Agency's Handling of Briefing Requests from Academic Groups and Recommendations for Policies and Procedures" which takes into account comments and suggestions made during our meeting of 25 March.

You will note that I have taken the approach of incorporating the handling of requests from academic groups in a special subparagraph of a revised [] I used as my starting point for a revised [] the draft tabled by [] during our 25 March meeting.

I have not included annexes A & B in this dissemination--they were part of the earlier draft and I saw no need to reproduce them again.

May we please meet to consider this draft report and draft [] at 2 p.m. on Monday, 14 April, in the DD/I conference room. It will be my intent to make this our final meeting and to conclude with a coordinated text.

MORI/CDF

D-R-A-F-T

7 April 1969 .

MEMORANDUM FOR: Deputy Director for Intelligence

SUBJECT : Report on the Agency's Handling of Briefing
Requests from Academic Groups and Recommenda-
tions for Policies and Procedures

1. Requests from academic institutions and groups for Agency briefings are not handled in a consistent manner, and there is no central file to which one may turn with confidence for a complete record of what groups were briefed, when, by whom, and on what. In the absence of a clear statement of Agency policy concerning briefings for academic groups, each request tends to be treated on an ad hoc basis. Historically, the Agency has not engaged extensively in briefing non-governmental groups on its mission. Exceptions to the general practice appear to have been the result of personal contacts in which the arrangements for the affair have been handled directly by the officer concerned, or appear to have been experimental to test the advantages of such briefing.

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2. Non-governmental audiences that have received briefings on the Agency include student, faculty, business, service club, and professional groups. Most such briefings, excepting the highly successful Brookings sessions for business leaders, have been given away from Headquarters. The 100 Universities Program, in abeyance since 1967, and occasional individual appearances by officers in response to specific invitations from service or university groups account for most such briefings. In recent months there has been an increase in the number of presentations given at Headquarters. (See Appendix A for a listing, probably partial, of briefings given since January 1967, compiled from Executive Director-Comptroller, OTR, DD/I, Office of Security, and Office of Personnel sources.)

3. The experience thus far indicates that well-conducted and frank discussions of the Agency, its general mission and its research, analysis, and estimative functions by appropriate Agency officers contribute significantly to improved Agency-academic relations and open new perspectives to university students contemplating their future careers. The evidence of positive gain from briefing university groups is sufficiently clear to justify more extensive and planned experimentation and a policy of receptivity to

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requests for such briefings and the development of a regular procedure for handling the requests.

25X1 4. The regulation of closest proximity to the problem is [] of 6 June 1966. (Appendix B). It provides that requests for Agency speakers to non-government groups be forwarded to the Assistant to the Director for review and recommendation and thence to the Executive Director-Comptroller for decision. If the request is approved, the Assistant to the Director chooses a speech from his library of prepared texts and the Director of Training selects the speaker and makes whatever physical arrangements are necessary.

25X1 5. Procedures in [] do not provide for the special treatment of university groups that is required by the present academic attitude toward the U.S. government in general and the CIA in particular. The regulation contains no statement of Agency policy with respect to briefing requests from university groups, and it assigns to the Director of Training responsibility for providing speakers. The regulation also commits the speaker to a text previously prepared and coordinated by others; this

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COULD IN SOME INSTANCES LEAD TO
requirement *(tends to result in an unnatural, even sterile,*
presentation. The regulation also engages the time and
attention of at least three top-ranking officials in a
matter which might be handled more routinely under an
established policy and procedure.

25X1 6. In the fall of 1968, the Director of Training
proposed changes in [] designed to provide a more concise
statement of procedures and to place more emphasis on pro-
viding guest speakers for other members of the Intelligence
Community and less on satisfying requests from non-Government
groups. Coordination of the proposed changes was not completed.
Since then interest has increased in the possible benefits
of briefing academic groups. A serious difficulty in devel-
oping a policy and procedures to deal with the matter of
providing Agency speakers stems from the numerous kinds of
situations, audiences, and subject matter to be considered.

25X1 8-7. RECOMMENDATIONS:

(a) That [] be revised to include special
provision for the handling of requests from academic groups
for briefings on the Agency and its mission.

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New 7 CONCLUSIONS: As attached

(b) That the Deputy Director for Intelligence be the point of referral and the action officer for such requests from academic groups.

(c) That certain changes be made in procedures for handling requests for briefings on the Agency from Government agencies outside the Intelligence Community.

(d) That requests for briefings by Agency officers on substantive intelligence questions be treated separately from other requests, and that such requests be handled by the Deputy Director for Intelligence if they originated inside the Government.

69 9 8. ~~A~~ These, and other changes, are incorporated in a proposed draft of a new regulation attached as Annex C.

10 9. The problem considered in this memorandum was considered by a committee composed of representatives of the DD/I, DD/P, DD/S, DD/S&T, the Office of Training, the Office of Personnel, the Domestic Contact Service, and the Special Assistant to the Director (Annex D). The proposed new draft of [] has been coordinated with that committee.

IN IMPLEMENTATION OF THESE RECOMMENDATIONS
THERE IS ATTACHED (ANNEX C) A PROPOSED
DRAFT REVISION OF [] NEW MATERIAL
IS IDENTIFIED BY UNDERSCORING.

DRAFT

OK
9. REQUESTS FOR AGENCY OFFICIALS TO LECTURE ON THE AGENCY
AND ITS MISSION. The Agency provides guest speakers for
presentations at facilities operated by members of the
Intelligence Community and at facilities of agencies outside
the Community. It also provides speakers for presentations
to non-Government groups such as business, professional, and
civic organizations and universities. This paragraph outlines
procedures for fulfilling ^{Agency speakers} requests for presentations on such
general questions as the role of intelligence and the mission
of the Agency. It does not affect requirements of [redacted]
or [redacted] concerning outside activities of Agency employees.

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Should be
[redacted]
25X1
a. REQUESTS FROM GOVERNMENT AGENCIES WITHIN THE INTELLIGENCE
COMMUNITY. Requests from the Intelligence Community are
sent to the Director of Training for action, which
includes notifying the Assistant to the Director of
the action taken.

b. REQUESTS FROM GOVERNMENT AGENCIES OUTSIDE THE INTELLIGENCE
COMMUNITY. (1) Requests from Government agencies outside
the Intelligence Community are sent to the Director of
Training who recommends action to the Executive Director-
Comptroller. The Director of Training also sends a copy

special
NOR DOES IT AFFECT REQUIREMENTS OR REQUESTS WITH RESPECT
TO BRIEFINGS - OF ANY AUDIENCE - ON MATTERS OF SUBSTANTIVE
INTELLIGENCE, INCLUDING THE PRODUCTION, USE AND DISSEMINATION
OF SUCH INTELLIGENCE. REQUESTS FOR SUCH BRIEFINGS WILL
BE HANDLED IN ACCORDANCE WITH THE POLICY AND
PROCEDURES OUTLINED IN Paragraph A-6 (2)

of the recommendation to the Assistant to the Director. If the request is approved by the Executive Director-Comptroller, the Director of Training completes the necessary action; if the request is disapproved, the Director of Training informs the requester of the disapproval. Requests from Government agencies often ask for a speaker by name, or are addressed directly to an individual officer. In selecting speakers, the Director of Training will take into account any preferences expressed in the request.

REQUESTS FROM NON-GOVERNMENT GROUPS

(1) Requests from Universities or Academic Groups are sent to the Deputy Director for Intelligence.

(a) If the group can attend a briefing at Headquarters or at a location in the Washington area selected or approved by the Agency, and if no compelling reason for refusal can be ascertained, the request will be approved. The Deputy Director for Intelligence will select a speaker and, with the support of the Offices of Logistics, Security and Training, make the necessary physical arrangements for the briefing.

(b) If the briefing cannot be conducted at Headquarters or in other approved premises, the request will in most cases be refused. If in the judgment of the Deputy Director for Intelligence a request merits consideration for an exception to this rule, he will, in coordination with other interested components of the Agency, present a recommendation for exception to the Executive Director-Comptroller. ILLEGIB

(c) The Deputy Director for Intelligence will provide copies of significant correspondence on all requests for briefings of academic groups to the Executive Director-Comptroller, the Assistant to the Director, the Director of Training, and the Director of Security for their information.

(2) Requests from Other Non-Government Groups are sent to the Assistant to the Director who recommends action to the Executive Director-Comptroller.

(a) If the request is approved the Assistant to the Director, in coordination with the Deputy Director for Intelligence and the Director of Training, makes arrangements for the presentation and selects a speaker.

- (b) If the request is disapproved by the Executive Director-Comptroller, the Assistant to the Director informs the requester, the Deputy Director for Intelligence, and the Director of Training.

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~~10.~~ REQUESTS FOR AGENCY OFFICIALS TO LECTURE ON SUBSTANTIVE INTELLIGENCE QUESTIONS.

- (a) Requests from Government agencies for briefing on substantive intelligence questions are sent to the Deputy Director for Intelligence. If, in his view, an affirmative response is appropriate, he will after coordination with the appropriate Deputy Director and the Director of the Office of Training, answer the request, select the speaker and approve the subject matter to be discussed. In case of any question of propriety or security, he will consult with the Executive Director-Comptroller and the Director of Security.
- (b) Requests from non-Government groups for briefings on substantive intelligence questions will be sent to the Assistant to the Director, who, after

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consultation with the Deputy Director for Intelligence and the Director of Security, will recommend to the Executive Director-Comptroller. If the decision is affirmative, the Deputy Director for Intelligence will select the speaker and approve the subject matter to be discussed. He will keep the Executive Director-Comptroller, Assistant to the Director, and Director of Security informed. If the decision is negative, the Assistant to the Director will so respond to the requester.

ANNEX D

25X1

DD/I

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DD/S&T

OTR

O/P

DCS

Asst. to DCI

Joseph C. Goodwin**

25X1

[redacted] after attending the first committee meeting, concluded that the committee work could proceed without further direct input on the part of the CS "since briefings of this type are, with rarest exceptions, handled exclusively by the overt components of the Agency . . ." The CS has been provided copies of subsequent drafts and memoranda so that comment can be made on any point of CS interest.

**Mr. Goodwin has been kept informed of committee developments and provided copies of all drafts and memoranda, and his views have been sought at each step. However, he has not attended any of the meetings.

C-O-N-F-I-D-E-N-T-I-A-L

ANNEX C

 DRAFT

25X1

9. REQUESTS FOR AGENCY OFFICIALS ^{AS GUEST SPEAKERS.} ~~TO LECTURE ON THE AGENCY AND ITS MISSION.~~ The Agency provides guest speakers for presentations at facilities operated by members of the Intelligence Community and at facilities of agencies outside the Community. It also provides speakers for presentations to non-Government groups such as business, professional, and civic organizations and universities. This paragraph outlines procedures for fulfilling requests ^{for Agency speakers.} ~~for presentations on such general questions as the role of intelligence and the mission of the Agency.~~ It does not affect requirements of 25X1

*should be**or* concerning outside activities of Agency employees. *It does not affect briefings program discussed in* 25X1

- a. REQUESTS FROM GOVERNMENT AGENCIES WITHIN THE INTELLIGENCE COMMUNITY. Requests from the Intelligence Community are sent to the Director of Training for action, which includes notifying the Assistant to the Director of the action taken.
- b. REQUESTS FROM GOVERNMENT AGENCIES OUTSIDE THE INTELLIGENCE COMMUNITY. Requests from Government agencies outside the Intelligence Community are sent to the Director of Training who recommends action to the Executive Director-Comptroller. The Director of Training also sends a copy

Non does it affect special requirements of requests with respect to briefings - of any audience - on matters of substantive intelligence, including the production, use, and dissemination of such intelligence; requests for such briefings will be handled in accordance with the policy and procedures outlined in paragraph 9c. 9c.

of the recommendation to the Assistant to the Director. If the request is approved by the Executive Director-Comptroller, the Director of Training completes the necessary action; if the request is disapproved, the Director of Training informs the requester of the disapproval. Requests from Government agencies often ask for a speaker by name, or are addressed directly to an individual officer. In selecting speakers, the Director of Training will take into account any preferences expressed in the request and will effect the necessary coordination with, or advice to, the ~~Director~~ or Deputy Director concerned.

c. REQUESTS FROM NON-GOVERNMENT GROUPS

(1) Requests from Universities or Academic Groups are sent to the Deputy Director for Intelligence.

(a) If the group can attend a briefing at Headquarters or at a location in the Washington area selected or approved by the Agency, and if no compelling reason for refusal can be ascertained, the request will be approved. The Deputy Director for Intelligence will select a speaker and, with the support of the Offices of Logistics, Security and Training, make the necessary physical arrangements for the briefing.

(b) If the briefing cannot be conducted at Headquarters or in other approved premises, the request will in most cases be refused. If in the judgment of the Deputy Director for Intelligence a request merits consideration for an exception to this rule, he will, in coordination with other interested components of the Agency, present a recommendation for exception to the Executive Director-Comptroller, *on receipt of such approval*

(c) The Deputy Director for Intelligence will provide copies of significant correspondence on all requests for briefings of academic groups to the Executive Director-Comptroller, the Assistant to the Director, the Director of Training, and the Director of Security for their information.

correspondence which refuses requests for briefings will be coordinated with Asst. to Dir.

(d) (2) Requests from Other Non-Government Groups are sent to the Assistant to the Director who recommends action to the Executive Director-Comptroller.

(a) If the request is approved the Assistant to the Director, in coordination with the Deputy Director for Intelligence and the Directors of Training ^{and Security} *WILL* makes arrangements for the presentation and selects a speaker.

the DD/I will arrange for the briefing as outlined in paragraph c(1)(a) above,

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- (b) If the request is disapproved by the Executive Director-Comptroller, the Assistant to the Director *will* inform~~s~~ the requester, the Deputy Director for Intelligence, and the Director of Training.

~~II X. REQUESTS FOR AGENCY OFFICIALS TO LECTURE ON SUBSTANTIVE INTELLIGENCE QUESTIONS.~~

- ~~(a) Requests from Government agencies for briefing on substantive intelligence questions are sent to the Deputy Director for Intelligence. If, in his view, an affirmative response is appropriate, he will after coordination with the appropriate Deputy Director and the Director of the Office of Training, answer the request, select the speaker and approve the subject matter to be discussed. In case of any question of propriety or security, he will consult with the Executive Director-Comptroller and the Director of Security.~~
- ~~(b) Requests from non-Government groups for briefings on substantive intelligence questions will be sent to the Assistant to the Director, who, after~~

~~C-O-N-F-I-D-E-N-T-I-A-L~~

~~C-O-N-F-I-D-E-N-T-I-A-L~~

~~consultation with the Deputy Director for Intelligence and the Director of Security, will recommend to the Executive Director-Comptroller. If the decision is affirmative, the Deputy Director for Intelligence will select the speaker and approve the subject matter to be discussed. He will keep the Executive Director-Comptroller, Assistant to the Director, and Director of Security informed. If the decision is negative, the Assistant to the Director will so respond to the requester.~~

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ANNEX D

25X1

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